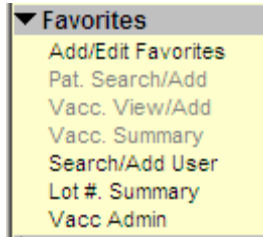


IRIS Shortcuts:

September 2006

1. Menu Favorites:



Add frequently used menu items to the top left hand menu and name them whatever you would like.

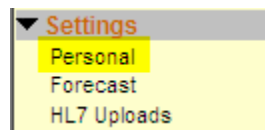
2. Patient Search:

Use initials and a birth date or an initial and the % wildcard. Fewer letters to type and it will give you more records to make sure you have the right one.

Hit the enter key to run the search instead of using your mouse to click on the search button.

Patient Search	
First Name or Initial:	<input type="text"/>
Last Name or Initial:	<input type="text" value="test"/>
Birth Date:	<input type="text" value="01/01/1999"/>

3. Personal Settings:



Go to "personal settings" on the left hand menu and enter in the fields that rarely change such as city, state, vaccinator, vaccination site, VIS publication date etc.

Personal Settings	
Patient Defaults click to update	
Primary Care Physician: JIM, DR. MD	City: BOISE
Facility: JIM'S OFFICE	State: IDAHO
Language:	County/Parish:
Phone Area Code: (208)	Zip Code: 83706
Birth State:	District/Region: 4

When you search for a patient already in the registry, go to **"edit record"** in the demographics and click on the box at the top **"apply defaults from personal settings to this record"**. *These fields can always be change if needed.

☒ Apply Defaults from Personal Settings to this Record

Patient Demographics Edit

First Name: Race:

4. Addresses/zip codes:

If you know the patient's zip code type it in first before city and state, the rest will automatically populate.

City:

Country:

State:

Zip Code:

City:

Country:

State:

Zip Code:

5. Vaccinations:

Use the Date Default box above the vaccination grid to enter in any date you want. When you double click in the grid the date will automatically appear. Today's date will be the original default.

Use the arrow keys to navigate through the vaccination grid

Double-click in any date field below to enter the default date:			
Vaccine	1	2	3
DTaP	06/17/2005		
IPV	06/16/2005 *	10/04/2005 *	

6. Forecasting:

Look at your patient's forecast record to determine what shots they are due for and if they are "up to date", "due now" or "past due".

PNEUMO (PCV7)	3	06/26/2005	06/26/2005	Past Due
DTaP/DT/Td/Tdap*	4	10/06/2005	08/06/2005	Past Due
HEP-A	2	02/01/2006	02/01/2006	Due Now
MMR	2	04/04/2008	04/04/2008	Up to Date
POLIO	4	04/04/2008	05/04/2005	Up to Date
MENINGOCOCCAL	1	04/04/2015	04/04/2015	Up to Date

7. Exports from your billing system:

Request from your billing or EMR system vendor a file of consented patients that can be automatically entered into the registry on a regular basis. Contact iris@idhw.state.id.us for more information